

SIXTH ANNUAL REPORT
OF THE
TRUSTEES OF THE
INDIANA INSTITUTE
FOR THE
EDUCATION OF THE BLIND,

TO THE
GENERAL ASSEMBLY.

DECEMBER, 1852.

INDIANAPOLIS:
J. P. CHAPMAN, STATE PRINTER.
1852.

Indiana Institute for the education
of the blind.

The design of this institution is to give to all the blind youth of both sexes, residing in the state, a liberal education, and a knowledge of some business by which they may gain a livelihood.

The branches taught in the school department are those which are usually embraced in a good English course, besides vocal and instrumental music; those in the work department embrace a variety of useful arts for both sexes.



SIXTH ANNUAL REPORT

OF THE

TRUSTEES OF THE

INDIANA INSTITUTE

FOR THE

EDUCATION OF THE BLIND,

TO THE

GENERAL ASSEMBLY.

DECEMBER, 1852.

INDIANAPOLIS:

J. P. CHAPMAN, STATE PRINTER.

1852.

OFFICERS OF THE INSTITUTE.

TRUSTEES.

GEORGE W. MEARS, *Chairman.*

SETON W. NORRIS, *Treasurer.*

JAMES M. RAY, *Secretary.*

SUPERINTENDENT.

WM. H. CHURCHMAN.

MRS. C. B. SISSON, *Matron.*

B. M. FAY,
Miss. E. M. CURTIS, *Teachers.*

L. S. NEWELL, *Teacher of Music.*

S. McGIFFIN, *Teacher of Handicraft.*

TRUSTEES' REPORT.

TO THE HONORABLE,

The General Assembly of the State of Indiana:

The Trustees of the Indiana Institute for the Education of the Blind, respectfully present their sixth Annual Report.

Under the merciful care of the Giver of every good, the pupils have enjoyed, during the past year, uniform health.

With much gratification, the Trustees are permitted to state, that their anticipations of being enabled to announce at this time the completion of the principal building of the Institute, have been in a great degree realized.

Although from the usual hindrances and disappointments in erecting and completing so large a structure, the opening of the session has been somewhat deferred, it is now our pleasure to welcome the pupils to the privileges of an Institute, being in every way fitted and furnished for their highest improvement in enjoying the instruction and culture so generously provided by the people of the State for their blind.

For a distinct and full view of the progress of the construction of the main building we respectfully refer the General Assembly to the accompanying report of the Building Committee, which, for such purpose, is herewith submitted as part of this report.

That this building and its appurtenances, when fully completed, will in every respect be commended for perfection of design, superiority of execution and peculiar adaptation to its object, combined with considerate economy in its construction, we feel assured.

The Trustees with much pleasure repeat their conviction of the entire fidelity, enlarged views and correct taste with which the Architect, Francis Costigan, Esq., has performed his responsible duties in this behalf; and we cannot omit to mention, that for the successful results accomplished, by which we feel justified in claiming the building as a model structure for the use of the blind, in this country, if not in the world, we are deeply indebted to the excellent judgment and accurate comprehension of our devoted Superintendent, William H. Churchman, Esq.

The number of pupils receiving the benefits of the Institute

during the past session was fifty-one; being as many as could be accommodated in the former buildings. They were from the following counties of the State:

LAWRENCE,	DECATUR,	JACKSON,	KOSCIUSKO,
FOUNTAIN,	HAMILTON,	SCOTT,	HENRY,
SWITZERLAND,	HANCOCK	SULLIVAN,	JEFFERSON,
OWEN,	JOHNSON,	MONTGOMERY,	HARRISON,
ALLEN,	UNION,	WASHINGTON,	KNOX.
BARTHOLOMEW,	HOWARD,	FLOYD,	NOBLE.
RANDOLPH,	MARION,	OHIO,	ELKHART,
MARSHALL,	LAGRANGE,	WAYNE.	

The general progress of the Institute in its various departments, both literary and handicraft, has corresponded with the prosperity of former years, under the faithful services of the respective teachers,—by whom the additional responsibilities, arising from the necessary attention of the Superintendent to the erection of the building, have been efficiently discharged.

The Officers and Teachers continue as reported last year, with the exception of the appointment of Mrs. C. B. Sisson as Matron, who was very highly recommended for the station, made vacant by the retiring of the highly esteemed former Matron, Mrs. M. G. Demoss.

The accompanying statement of the condition of the Institute, made by the Superintendent, is commended to the deserved regard of the General Assembly.

A statement of the Superintendent of the operations of the work department of the Institute, is also herewith submitted. For this important branch of the establishment, as well as for all the objects of the Institute for the instruction of the unfortunate blind of Indiana of capable age, we rejoice in there being now facilities afforded in an unrivalled Institute, which will be an *enduring monument* of the enlightened and judicious liberality ever manifested by the General Assembly in its behalf.

With regret the Trustees observed that the salary of the Superintendent of the Institute for the Blind, was reduced by the last General Assembly to the sum of eight hundred dollars. The qualifications for a successful superintendence of the education of the blind, and also for their training in such art or handicraft as shall aid them to overcome the natural obstacles to their self-support, are so varied and peculiar, that we trust they will be deservedly appreciated by the General Assembly. After several years of delay and careful observation, the Trustees conferred the office on the present Superintendent, Mr. W. H. Churchman, and we have the gratification to state, that all our expectations in this

regard have been amply realized. We recommend that his salary be fixed at one thousand dollars.

We present herewith an abstract of the expenditures for the support of the Institution and also for building purposes during the last year, in which the several objects are arranged and classified;—the total amount corresponding with the accompanying statement of the Treasurer of the Institute, Seton W. Norris, Esq. which is closed to the first day of December.

SUMMARY.

Salaries	\$3,135 00
Groceries, Provisions and Provender	2,005 14
Domestic Hire	713 45
Personal property for use of household department	414 70
Fuel and Lights	208 54
Drugs, Medicines and Medical Attendance	45 28
Advanced for Pupils' Clothing	300 00
Books, Stationery and Printing	227 76
Musical Instruments and repairs of same	36 40
Tools and Fixtures for Work Department	91 37
Raw Materials for do do	1,099 30
Labor and Instruction in do do	271 03
Postage and Telegraphage	25 86
Traveling Expenses	145 15
Miscellaneous	82 10
	\$8,801 08
Deduct amount received at Institute for manufactured articles	1,350 05
	\$7,451 03
Expended on Main Building since last report	\$39,161 25
Expended on out buildings, grounds, cisterns, etc.	1,005 27
Expended for warming, ventilating, lighting, bathing, cooking and laundry fixtures in Main Building	3,307 79
Expended for furniture, bedding, etc., for Main Building	975 10 44,449 41
	\$51,900 44
Add excess of amount unexpended in hands of Superintendent over same at time of last report	892 60
	\$52,793 04

The law of last session not having been published, and therefore not in force, the Treasurer of State has not yet acted as Treasurer of the Institute, and his financial report being up to the first of November only, includes funds which have since been in the course of expenditure.

Subjoined is an estimate of the probable amount of money which will be necessary to defray the expenses of the Institute during the ensuing two years, embracing the various heads of classification contemplated by law; and also a statement of the amount of indebtedness incurred by loan of the Sinking Fund, for completing the payment of all contracts and expenditures in the construction of the building of the Institute, furnishing and appurtenances, including appropriate fencing.

For reasons exhibited in the report of the Building Committee, the efficient and economical prosecution of the work after its commencement, made these anticipations of revenue necessary, in preference to giving greatly increased prices for credit in payment.

ESTIMATE FOR TWO YEARS.

For Salaries of officers.....	\$6,000 00
" Boarding, expenses of officers and pupils.....	8,000 00
" Household furniture and school apparatus.....	1,000 00
" Improvements and repairs.....	500 00
" Miscellaneous purposes.....	500 00
	<hr/>
	\$16,000 00
For discharging all the obligations for the completion of the building and appurtenances, on part of which interest runs from last March,.....	34,399 45
	<hr/>
	\$50,399 45

After provision is made for this amount, which can be divided between the two years, nothing more will be annually required, than the current expenses of the Institute.

According to the late census, the proportions of the classes of the afflicted, needing special provision from the public, is as follows:

Whole number of *Blind* in the United States, 7,997, or 1 to 2,445

 " " *Mute* " " " 9,091, or 1 to 2,151

 " " *Insane* " " " 15,156, or 1 to 1,280

As doubtless many of each class have been overlooked in the

carelessness of officers taking the census, it is certain that the blind would most readily escape notice, they being usually kept at home in retirement, until they are gathered in public institutions.

The Trustees, therefore, feel confident that in reference to the permanent wants of the blind of Indiana, the State's Institute for them will not be found too extensive, nor the privileges, both of literary and handicraft attainment therein, too enlarged. Every Indianian will rejoice that by his liberality it is made the birth-right of every blind child of the State to enjoy these privileges "without money and without price."

Respectfully submitted:

GEORGE W. MEARS,
SETON W. NORRIS, } Trustees.
JAMES M. RAY,

INSTITUTE FOR THE BLIND,
Indianapolis, Dec. 20, 1852.

APPENDIX A.

BUILDING COMMITTEE'S REPORT.

TO THE BOARD OF TRUSTEES:

Gentlemen:—The committee to whom you have entrusted the management of the erection of the main building of the Institute, would respectfully submit the following report, in compliance with your instructions:

The building under our charge is now so nearly completed, that there is a reasonable prospect of its being ready for occupancy by the first day of next month. We had expected to have it in readiness by the first of November; but failed to do so, mainly, in consequence of the great difficulty experienced in procuring suitable materials and workmen. In this, however, we have but shared the common fate of all who have been engaged in building during the present year; for the unexampled demand for both of these essentials has rendered it impracticable for any one to progress satisfactorily with undertakings of this kind. But we have the gratification of being able to assure you, that though the consummation of the work in question has been slightly delayed, it has, nevertheless, been progressed in with a degree of dispatch, equal at least to that of any similar undertaking within our knowledge.

We have deemed it most conducive to the final interest of the State at large, as well as of the Institute, to expedite the matter as much as possible even though it should create a necessity for you to borrow a part of the requisite means, in anticipation of a future appropriation by the General Assembly. This was demanded not

only by the urgent wants of our growing school, but also, by the necessity for strict economy. We were enabled thereby, to procure the services of our very able Architectural Superintendent at a less cost than if a longer time had been consumed in the erection of the building, while the several contractors, in view of the dispatch admitted of, and the certainty of prompt cash payments, have been able and willing to do their work at lower rates of charge.

All the work that could be so disposed of to advantage, has been "given out by contract" to the lowest responsible bidder, the contractors being in all cases required to give ample security for the faithful execution of their engagements. Other parts, such as the painting and inside carpenter work, have been "done by the day," under the direct supervision of the Architect. These were made exceptions to the general rule, because of the importance of having them done in the best manner. We believed too, that a saving would be effected in this way.

In relation to the contracts referred to, we would say that general competition was invited by public advertisements, and by making our terms such that all, whether with or without capital, would possess equal chances of success. By this means we succeeded in procuring our materials and work on much better terms than are usual in private building operations. Thus, in several of the principal contracts, the prices agreed upon ranged at about forty per cent. lower than the maximum rates proposed for the same work.

In carrying out the building plan, adopted with the approval of your board, the committee have sought to clothe the exterior of the edifice in such a style of Architecture, as would give it that chasteness of appearance, that simple elegance and dignity, which would best comport with its character as a Benevolent Institution of the State—while in the interior arrangements, they have also labored to combine taste with perfect adaptedness to the object,—and throughout the whole structure, to secure permanency as well as excellence in the quality of the work. How far they have succeeded in the attempt must be left to the decision of the public. They flatter themselves, however, that if the testimony of the many competent judges who have inspected the building from time to time is worth anything, it will be found, at least, to have no

superior among the public edifices of this part of the country. But in saying thus much, the committee would not be understood as taking to themselves any credit on account of the architectural fitness or mechanical execution of the work; this is due alone to the very able Architect, who was entrusted with the drawing of the plans, and the direct supervision of the contractors and others employed. Of this gentleman's taste and professional skill, or of the zeal and fidelity with which he has discharged his duties as Architectural Superintendent, we feel that too much cannot be said, nor is it necessary for us to testify further to his qualifications, when you have such tangible evidence in the result of his labors.

In the construction and fitting up of the building, much pains has been taken, and consequently some additional expense incurred, to diminish the liability to accident by fire:—thus, the partition walls as well as the outside, are, with very few exceptions, constructed of bricks—all the openings larger than a common door or window, are spanned by iron girders for the reception of the superincumbent walls—the roof is covered with metal—the halls of the principal story are floored with free stone flagging, while all of the wooden floors, excepting those of the attic rooms in the centre building are underlaid with one and a half inches of mortar, and all the stairs, excepting those which ascend the main cupola, are made of iron; besides which, the house is prepared with permanent gas fixtures wherever light is required, the burners being invariably suspended from the ceiling, away from every thing combustible, and the fires for warming the building, are all located in the cellar, as described hereafter, where they will be under the control of one person. These precautionary measures have been adopted, not merely from the consideration of safety to the property, though this would have been a sufficient reason in itself; but also from an anxious desire to remove our helpless pupils as far as possible from any liability to the imminent peril in which their lives must be placed, in the event of so dire a catastrophe as the burning of the building. Had we not previously determined upon pursuing this policy, its wisdom must have been forcibly suggested to our minds by the burning down of the Institution for the Blind in an adjoining State, which took place last year.

We have also made it a point to put as little perishable material

as possible in those parts of the building which are exposed to the weather, and where we were obliged to use any such, to give it ample protection: for example, the platforms of the portico and verandas are mostly built of Ohio free-stone, their floors being sustained by substantial brick arches, sprung (in the case of the latter) upon iron girders; the columns of the portico are built of brick, cemented in imitation of stone, and surmounted with iron capitals, the bases being of stone; the upper columns, railings, cornice, etc., of the verandas are of iron, and the roof, as well as that of the portico, covered with the same material,—while the cupolas and the cornices of the building and portico being mostly of wood, are heavily painted and sanded, besides having their most exposed parts covered with tin.

If our institute building has, in consequence of the introduction of these essential improvements, cost a larger sum than it would have done, to construct it after the usual manner of the buildings of this vicinity, we are confident that an intelligent community will appreciate the motive, and approve the policy which prompted such additional outlay.

Up to the date of this report, there has been expended upon the building proper, including the necessary excavation, drawings, architectural superintendence, etc., etc., the sum of fifty-nine thousand eight hundred and eighty-nine dollars and thirty-three cents. For settlement with the several contractors who are about finishing their parts of the work, and for completing the joinery and painting, there will be needed a further outlay of not more than eight thousand dollars. This will make the entire cost of the building something under sixty-eight thousand dollars—a sum surprisingly small to those who are familiar with the cost of such buildings, either in this or other parts of the country.

In connection with the accompanying engraving, which exhibits the style of architecture and external form of the building, we present the following brief account of its dimensions and internal arrangements:

The centre structure is ninety feet in front, by sixty-one in depth, and sixty-two feet high to the square of the roof, the stories being nine, thirteen, twelve, eleven, and ten feet high, in the clear, respectively, counting from the basement up; the highest point of the

centre cupola is one hundred and seven feet above the ground at the base of the building.

The wings are each eighty-three feet long by thirty in width, and fifty feet high, to the square, the stories being the same in height as the corresponding ones of the centre building—they fall partly within and behind the centre building and therefore show but twenty feet each in front.

The portico is thirty feet long by thirty-five feet deep, including the steps, the platform being eleven feet wide and ten feet eight inches high; its columns are twenty-five feet in height, and the entablature six feet, making the total altitude of the portico nearly forty-two feet.

The verandas are ten and a fourth feet in width, and being continued from the ends of the centre building around the wings to a point within two feet of the extremities of the latter, show an external line of one hundred and twenty-one feet and six inches each. Our pupils will therefore have, including the pavements under the verandas, covered walks for exercise during stormy weather, amounting in length to about four hundred and fifty feet.

The entire edifice has a front line of one hundred and thirty feet, exclusive of the verandas, or if these be added, one hundred and fifty feet. If the wings had been extended laterally, instead of being transverse to the centre building, the front line would then have been two hundred and fifty-seven feet. The whole depth of the building, from the front of the portico steps to the extremities of the wings, is one hundred and forty-eight feet.

The entire building, including the portico and verandas, covers an area of thirteen thousand five hundred and fifty-feet, and its cubical contents are seven hundred and twelve thousand six hundred and eighty-seven feet.

The lower or basement story, of the centre building, which shows an external elevation of eleven and a fourth feet, is faced with rustic ashler of free-stone, while the remaining part of the exterior of the edifice is handsomely stuccoed and coursed in imitation of the same material.

The basement story is devoted exclusively to the use of the household department, and contains the dining room, domestics' rooms, bath-rooms, kitchen, laundry, store-rooms, &c.

The first principal story is devoted mostly to the school department, and contains besides the various recitation and music rooms, the girls' work-room, boys' sitting-room, Superintendent's office, library, reception-room, and a pair of rooms for the Teacher of Female Handicraft.

In the second principal story are the Superintendent's and Matron's rooms, teachers' rooms, a couple of dormitories for the youngest pupils, and a large examination room.

The third principal and attic stories, are occupied as dormitories for the pupils.

From the foregoing it will be seen that the rooms are so located and classified, that the operations of the several departments may be carried on without interference with each other: thus, those of the household department are confined to one story, of the school department to another, and so on. The male and female pupils of course occupy different parts of the building, and only meet during the school exercises, the rooms in which these take place being central.

The building is well ventilated throughout, by means of flues constructed for the purpose, which discharge the vitiated air into the space under the roof, whence it is carried off through large shafts ascending the interior of the cupolas, and through their roofs, the outlets of said shafts being protected by stationary-cowls. Each of the flues mentioned, is supplied with two registers for regulating the escape of the air—one near the ceiling of the room, for summer ventilation, and the other near the floor, for winter use.

The warming of such a building in a safe, healthful, and economical manner, being deemed a matter of the highest importance, your committee took it early into consideration, and made their arrangements accordingly. Having satisfied themselves in the beginning, that the ordinary plan of a fire in each apartment, whether in stoves, grates, or open fire-places, would be neither safe nor economical under the circumstances, they had the building so constructed, that either of the prevailing systems of warming by means of rarified air might be readily applied; and in order to ascertain, as far as possible without actual experiment, the relative merits of these, one of their number was deputed to visit the Eastern cities during the last winter, for the purpose of investi-

gating the subject, and inspecting the various kinds of apparatus now in use in public or other large buildings. In the course of this trip, many heating appliances were examined, and the result of the information thus elicited was, a conviction that, of the three systems in vogue, to-wit: the common hot-air furnace, the steam apparatus and the mild hot-water apparatus, the last named was best adapted to our Institute, all things considered.

The hot-air furnace, even in its most approved forms, was found to be objectionable for buildings occupied night and day, as ours is, with little or no occasion for its inmates to go abroad into the open air, on account of its liability to emit smoke or gas, and otherwise to deteriorate the atmosphere, by robbing it of its healthful properties. It is a well known fact, that the air when brought in contact with highly heated surfaces, is robbed of its natural moisture, and chemically disorganized. This radical change in its character is not only prejudicial to health, but also destructive to the furniture and inside carpentry of a building.

The steam apparatus was found to be free from the foregoing objections when used with a moderate pressure of steam, and to possess many advantages for the warming of large buildings under peculiar circumstances; for example, when steam is required for the driving of machinery, as it can be used without additional expense for heating purposes after passing through the engine, or where it is desirable to have the fire at a considerable distance from the apartments to be warmed. It is, however, quite complicated in construction, and therefore requires the constant attention of an intelligent engineer. These circumstances render the system too expensive for adoption with propriety, into our establishment.

The mild hot-water apparatus while it was free also from the objections urged against the common furnace, was much more simple in form, and therefore less costly than that in which steam was used. Its simplicity too was thought to be a recommendation, as it could be readily managed by any person of ordinary intelligence.

In view of the advantages set forth above, it was decided to adopt the last named system for the warming of our Institute, and the necessary fixtures are now in progress of construction. We have not, of course, been able to fully test its efficiency as yet, but

have reason to believe that it will meet our highest wishes. Its first cost exceeds somewhat, that of the first mentioned system, but we flatter ourselves that its greater durability will more than compensate for the difference; but even should this not be the case, its superiority is doubtless a sufficient reason for its adoption.

The form of our apparatus differs in several respects, from any other of the kind now in use, and it is thought to possess material advantages therefrom. The principle however is the same as that of all others, and may be understood from the following brief description:

The principal parts of the apparatus are an upright boiler, for the heating of the water, and a quantity of tubing for its distribution and return. The pipes are divided into two systems, one for either side of the boiler, and are so arranged in their connection with the latter, that they proceed in several tiers from its sides, near the top, and extend in opposite directions to a distance of some thirty feet, where they bend downwards in a curve, and return to the boiler, entering it near the bottom, on the sides from which they severally started. The pipes are slightly inclined downwards, in their passage from, and return to, the boiler. A small tube for the filling of the apparatus with water, and another in the top of the boiler for the escape of the air, comprise its only remaining essentials.

The principle involved in the working of this apparatus, is the same as that which causes the phenomenon of ebullition in a tea kettle or other vessel placed over the fire; i. e., the whole being filled with water, pipes and all, the particles of fluid, as they become heated, and consequently expanded, rise to the top of the boiler, and, as other particles, flow from the lower extremities of the pipes to supply their places, the former are drawn into the upper extremities to fill the resulting void. A circulation is thus established, whose velocity is proportionate to the amount of heat applied.

The apparatus is so placed in a long narrow chamber in the cellar, as to render the boiler accessible from an adjoining room, for the purpose of keeping up the fire. Said chamber has an arched ceiling, from which a number of flues are carried to the different apartments to be warmed. There are also openings through the side walls into the chamber near the bottom, for the ingress of fresh air.

So soon as the fire is made under the boiler, the water begins to circulate in the pipes, giving out in its passage the heat which it receives from the fire, and thereby warming the air in the chamber, which consequently rises through the flues into the rooms, diffusing through them a genial warmth, more resembling the balmy breath of spring, than the arid simoom of the furnace or air tight stove.

We have three of the above described apparatuses, one under each wing, and a larger one under the centre building. They will consume but little water, and are so connected with the plumbing arrangements of the building, that they will regulate themselves in the matter of supply; and inasmuch as the air tubes will always be left open, they are perfectly free from any liability to explosion.

To meet the wants of the household department, we have endeavored to introduce every essential convenience, that could be obtained from a reasonable expenditure of means, and flatter ourselves, that our bathing, laundry, hospital, and cooking arrangements, are very complete. The first of these embrace ample cisterns for the saving of rain water, and all the necessary appliances for immersion and shower bathing, whether warm or cold. The laundry is provided with a simple steam apparatus for heating water and boiling the clothes, and also for drying the latter during bad weather, the same apparatus being also employed to heat water for bathing and other purposes. The hospitals have attached to each, a separate bath room and water closet for the use of the sick, —and the kitchen is fitted up with an improved cooking-range, among other conveniences, to which is attached a simple contrivance for heating water in one of the hospital bath rooms, two stories above, whereby a constant supply of warm water may be always on hand in the upper part of the building, without an additional fire.

For supplying the above mentioned appliances as well as the heating apparatus, with soft water, there is placed in the attic of each wing a large wooden cistern, lined with lead, from which pipes are carried to the various parts of the building in which these fixtures are located.

The Institute grounds embrace two squares of the city plat, or about eight acres, forming a rectangular lot four hundred and twenty feet in front, by eight hundred and forty feet in depth.

The building is located near the centre of the front half of said lot, one hundred and forty-five feet from each of the three streets bounding it on the front and sides.

The front grounds are to be inclosed with a neat iron fence, and tastefully ornamented with shrubbery. For the construction of the fence, a very favorable contract has already been entered into, and it will be put up as early in the spring as the necessary grading can be accomplished.

The first cost of such a fence, will of course be considerably more than that of a wooden one; but, on account of its greater durability, to say nothing of the appearance, your committee judged its adoption to be most compatible with the principles of true economy.

On either side of the building, a yard will be enclosed, and laid off in graveled walks, for the use of the pupils as play-grounds, while the grounds directly in the rear of the building, will be reserved and appropriately arranged for the use of the household department.

On the rear line of the boys' play-ground, is located their workshop, a substantial brick building, sixty-two by forty feet in area, and three stories high. The first two stories are divided into commodious work-rooms, a large store room for manufactured articles, a sitting room for the workmen, and an office for the master mechanic. The third story contains nine small, but pleasant, well ventilated lodging rooms for the use of the workmen. This building is warmed by one of Chilson's improved furnaces, an apparatus which is thought to be the best of its class.

SIGNED:

JAMES M. RAY,
GEORGE W. MEARS, }
WM. H. CHURCHMAN, } *Building Com.*

INDIANAPOLIS, Dec. 1, 1852.

APPENDIX B.

SUPERINTENDENT'S REPORT.

TO THE BOARD OF TRUSTEES:

Gentlemen :—It has frequently been urged of late, by the Superintendents of some of the other institutions for the Blind, that our annual communications should contain more discussion of topics of general interest, connected with our common profession, and fewer details of the condition and progress of the several establishments from which they issue. Now I would not be thought to underrate the value of these discussions as a means of developing the true principles of education, applied to the peculiar objects of our care and instruction; yet I cannot withhold the expression of the opinion, that the primary design of the reports of any institution, should be to lay before its friends and supporters, a full and faithful history of its progress in the work assigned it, a strict account of the disbursement of its funds, and a clear exhibit of its future requirements, together with such suggestions, having direct reference to its *own* future policy, as may be deemed important. Whatever is inserted more than this, must be considered as incidental only to the main object, and written under the supposition that our communications *may* be read by our co-laborers in other parts of the country. We write *ostensibly* for the information of our patrons, those who are *immediately* interested in the management and success of our respective charges, and not for the edification of each other as teachers. Why then should we tax the former with the reading of what is especially designed for the latter? It is to our patrons that we are responsible, and it clearly becomes our duty to

render to them a faithful account of our stewardship. This is what they expect of us, and it is this that would most interest them. Nor need the exchange of this kind of reports be by any means useless; for surely we may gain as much practical knowledge from a comparison of our plans and results as from speculative discussions, though the latter may be the more entertaining to us.

But these discussions and interchanges of sentiment are highly important in themselves, as before admitted, and should by all means be encouraged by every one who deems himself a friend to the advancement of the interests of education. It is thought practicable however, to find a more appropriate medium for them than the annual reports of our institutions. In these days of conventions and periodicals, why may not we, as well as our coadjutors in the Deaf-Mute department of instruction, have our annual or biennial meetings, and our "Annals of the Blind?" Institutions for the Blind are springing up in all parts of the country, and our cause is fast becoming recognized as one of its permanent educational interests. Is it not high time therefore, that we should effect some such organization, and thus avail ourselves of each other's experience and observation? Concert of action in this, as in every other work, must prove highly advantageous to all concerned. These conventions would be found a valuable source of improvement, not only to those in attendance, but, through their published reports, to others also who might not find it practicable to participate in their proceedings. The proposed periodical too, might be made a common vehicle of communication for our sentiments, in the form of essays, reviews, discussions, etc.; and its columns being open to all, would afford to others, as well as to those of us whose duty it is to write official reports, an opportunity of contributing their views and experience, to the general fund of information. It is worthy of consideration moreover, that in either of the methods of communication spoken of, there would be found a much freer scope than in the prescribed limits of a formal report.

Should the necessary expense of sustaining these means of improvement, be found too burthensome to be borne by the members of the profession personally, it would undoubtedly be deemed a legitimate and profitable object of expenditure on the part of the several institutions represented.

Since the presentation of our last annual report, no important

change has taken place in the organization or management of the Institute, save that arising out of the resignation of Mrs. M. G. Demoss as Matron, on the first of April intervening, and the recent appointment of Mrs. C. B. Sisson of St. Joseph county in this State, as her successor. During the part of the session following Mrs. D.'s resignation, the duties of her post were voluntarily assumed, and acceptably discharged, by our female teacher, her's being delegated for the time, to another member of the household.

Up to the commencement of the current year of the Institute, we have, from several circumstances, been under the necessity of dividing the duties of the Matron, and devolving a part of them upon another officer,—thus operating under what we deem an imperfect system; but in our future conduct of affairs, we will be able I trust to concentrate these duties in the proper office, and thereby carry out the true principles of our organization, viz: to make it as much like that of a well ordered private family as the nature of the case will permit.

The true position of the Matron of an institution like ours, is, as her title indicates, that of the female head of the establishment. Co-operating with the Superintendent in the management of its domestic economy, and bearing a maternal relation to the pupils, her sphere yields to none other in importance. "It is not the mere administration of household affairs—what the little ones shall eat—what they shall drink, and wherewithal they shall be clothed, that is to form the scope of her duties; these are minor necessities of her position.

She must labor with the mind, the will and the affections of her charge. She must throw around them the influences of a mother's care, a mother's gentle discipline, a mother's constant watchfulness, a mother's unfailing, undying love. It is to her to pardon while she reproves, to lure back the little wanderer by the certainty of affectionate reception, and not to startle him from the precipice of error over which he may be leaning."

Such being the nature and importance of the office referred to, it behooves you to look well to the qualifications of the incumbent. Energy and decision of character, amiability of disposition, experience as a housekeeper and nurse, a good degree of intellectual cultivation, and above all, devoted piety, are important prerequisites; and no one should be thought of for the post, who does not

possess all of them in an eminent degree. It is presumed, therefore, that the lady whom you have elected to this responsible station is in every way qualified for the duties; and we have reason to hope from our experience with her thus far, together with the high character she bears among those who are best acquainted with her, that such is really the case.

With regard to the other officers of the Institute, those who are associated with me as instructors in the school and industrial departments, I need only say, that another year's experience has but served to increase my oft expressed confidence in them, as zealous and faithful coadjutors in this most useful and interesting field of labor. If our school has made any progress during the last year,—and I trust you will agree that it has,—it has been mainly through their well directed efforts; for my own time, as you are aware, has been mostly employed in matters pertaining to the erection and fitting up of our main building.

At the date of our last report, there were forty-eight pupils connected with the school and work department. Since then, three others have been admitted, making the entire number for the year, fifty-one.

Of those whose names were reported in our catalogue of last year, nine have ceased their connection with us, viz: Eliza Kinnear, daughter of John Kinnear of Jefferson county, having returned to her home some time previously, on account of ill health arising from pulmonary consumption, departed this life in January last. She was one of our earliest pupils, and had won for herself the confidence and esteem of all her associates, whether officers or pupils.

John Byrkit of Henry county, Albertus Taylor of Fountain county, William E. Read of Ohio county, and Benjamin Morrow of Montgomery county, remained away for a considerable length of time after the commencement of last session, without assigning any reason for so doing, and thereby forfeited their places as pupils.

William H. Young of Jackson county, and Isaac M. Easly of Montgomery county, have removed with their parents to the State of Iowa.

James O. Johnson of Wayne county, and Isaac Teavault of Knox county, returned to their homes with a view of establishing themselves in the business of broom making. As they left before

perfecting themselves in this art, we were unable to give them an honorable discharge.

Of the eight pupils last named, there was not one who was with us long enough to complete his course of instruction. They have all therefore, robbed themselves of a great part of the benefits to be derived from the Institute. But while this is a source of regret to us, we are nevertheless gratified with the knowledge, that even their limited stay has been in an eminent degree useful to them.

You will observe that the number of new pupils reported is unusually small. This, you will of course understand to be attributable to the fact, that our session for this year has not yet commenced, the principal increase being always at the beginning of the session, a month before the issuing of our annual report. Had we been able to open at the usual time in our new building, as was expected at the close of the last session, we would have had a much larger school than ever before; for our increased accommodations would have enabled us to receive many, for whom there has not heretofore been room. We hope however to send for our pupils and re-commence operations some time in the month of December; when, unless some may be deterred from coming by the inclemency of the season, we may expect some addition to our former number.

Could we have anticipated so much delay in the completion of the main building, it might have been better on some account to retain our temporary structures upon the premises, and commence at the usual time under our old arrangements; but in so doing, we would have been obliged to postpone still further, the occupancy of the new building; for the temporary ones would have prevented for the time being, the construction of our out-door improvements. So that, all things considered, we feel that we have done better to remove them even though it has been at the expense of a part of our school session.

Now that we have an immediate prospect of ample accommodations for all the blind children of the State, it becomes our imperative duty to use every exertion to bring them within the walls of the Institute; and I beg leave therefore to again call your attention to a suggestion contained in my fourth annual report, viz: "That you recommend to the General Assembly the enactment of a law, making it the annual duty of the appropriate county

officers, to return to the Auditor of State, the name, age, post-office address, and, in case of minors, the names of the parents or guardians of each blind person in the State, including all who do not possess sufficient sight to enable them to read and write in the ordinary manner. And, in order to insure accuracy they should be required to make inquiry at every house in the State. This would add but little to the duties of these officers, while it would render us invaluable aid in carrying out the objects of the Institute."

Our Institute must of course fail to accomplish its beneficent designs, unless we can procure the attendance of those for whose benefit it has been established, and it has been clearly demonstrated by our own experience, as well as by that of others who have engaged in this work, that the parents of our blind children, above all others, must be labored with directly and individually, if we would induce them to part with their unfortunate offspring, even temporarily, for the purposes of education. But I need not repeat here, what has been already said on former occasions. Suffice it to say, that the effect of the proposed law, if efficiently carried out, would be to aid us very materially in directing our efforts to the right source. It is proposed to travel somewhat extensively next season in quest of pupils, but we must know where to go to find them.

In taking a retrospective view of the history of our charge through the year just closed, I find nothing of a sufficiently marked character to require special notice. It has been unostentatiously pursuing "the even tenor of its way," dispensing happiness to its grateful inmates, by pouring in upon their eager souls, the renovating light of moral and intellectual truth, and by teaching their ever busy hands to ply some useful art—thus raising them from despondency, and making them feel that they too, have been created for a higher destiny than to eat the bread of idleness and dependence. Oh! what rapture thrills the heart of the hitherto helpless child of misfortune, when first he discovers his ability to trace for himself, the lines of divine revelation, to wander over the beautiful fields of science and literature, hand in hand with his seeing brother, and to gain his daily bread by his own awakened energies.

Of all the blessings vouchsafed to us by a merciful Providence

during the past year, there is none that calls for a greater degree of gratitude, than that of the almost perfect health enjoyed by our numerous household. Of this, perhaps the most striking evidence I can give you, may be found in the unprecedentedly small expenditure for medicine and medical services. Such immunity from sickness is the more remarkable, when we consider the crowded state of our apartments, together with the many other inconveniences to which we have been necessarily subjected in our temporary home.

In the school department, the usual routine has been followed with about the same results as in former years. Most of the scholars have attended all or a part of the classes, while the remainder have devoted their entire time to the acquisition of trades. Those who do not engage in all of the school studies, of course spend the more time in the shops; for it is one of our fundamental rules, to keep all usefully employed during the hours set apart for study and labor.

Feeling as we do, the great need of embossed books for the use of our pupils, we have procured a small font of appropriate types, for the purpose of trying whether we can, through the medium of one of our city presses, supply at least ourselves with an occasional work, and thus add to the school department, one more means of facilitating the progress of the classes. We have as yet done but little, but feel no doubt of the success of the experiment. A small specimen is herewith submitted for your inspection. We think it compares favorably with printing done on any press constructed for the purpose.

The Work Department still continues to receive its wonted share of our attention, and shows results quite as encouraging as in former years. A statement of its business operations is appended hereto, together with a tabular exhibit of the work done during the year. By the former it will be seen that the credit side of the account is three thousand four hundred and fifty-one dollars and eighty-one cents, while the debits are only three thousand and eighty dollars, leaving a balance of three hundred and seventy-one dollars and eighty-one cents in favor of the department.

It will also be seen, that the amount of wares on hand is less than usual. This result has been brought about by sending some of our goods abroad, to be sold on commission. They have realized us

less than our usual prices in this way, but we have judged this course to be better than retaining them on hand to deteriorate, particularly as many of the articles thus disposed of were of inferior quality, being the product of mere beginners. The willow work however has all been sold at home, and at our usual prices; indeed we have not been able of late to supply the increasing demand for these wares. It is proposed therefore to extend our operations in this business during the *coming* current year; for unless we do so, we cannot hope to retain our customers, and prevent importation from other places.

The following is a statement of the business of the work department from the opening of the Institute to the present date, exclusive of the salaries of the master mechanic, and teacher of female handicraft :

Amount received for manufactured articles	\$4,629 90
Value of stock on hand and debts	2,575 23
	<hr/>
	\$7,205 13
Deduct amount expended for stock, labor and instruction	\$5,753 02
	<hr/>
	\$1,452 11

At the recent State Fair, held in our city, we placed on exhibition a small assortment of our manufactured articles, and had the satisfaction of being awarded some four diplomas, besides a couple of premiums. This will prove quite a source of encouragement to our pupils, and serve, it is hoped, as an incentive to them to persevere in their efforts to acquire skill in their respective trades.

Taking it for granted that we have fully established the fact of our workmen being able to compete with other mechanics in the quality of their work, we confidently ask your zealous co-operation with us, in our endeavors to find a market for the productions of our shops; for judging from the experience of other and older institutions, the want of a market is the great difficulty to be apprehended. This is the more needful now, as we expect to manufacture in future, more largely than heretofore.

We wish it kept always before the public mind however, that in soliciting their patronage, we do not expect to put a fictitious value upon our goods for the sake of charity. We aim to charge no

more for them than the market price of articles of the same quality made elsewhere. All we ask, is a fair trial of our goods and we feel assured of success.

Our business is as yet too limited to induce the right kind of man to take the shops and conduct them as an individual enterprise, according to the plan heretofore proposed; but we are about to introduce the principle of self-interest with some of our older pupils who are nearly prepared to leave. Our plan is to pay them by the piece for their work, according to a fair scale of prices, and charge them with their boarding at about what it costs us. We hope by this means, to give them both dexterity and skill in their trades; for, first, their pay will be in proportion to the work done, and secondly, they will receive nothing for imperfect work, and even be charged for materials carelessly spoiled. Of course, none but those who shall have attained to a tolerable degree of proficiency will be thus employed.

In adopting the above plan with them, we are actuated by a desire to render our workmen as competent as may be, before they shall undertake their own support. We believe too, that it is about the most efficacious way to overcome the difficulty complained of in our last report; i. e., the liability of pupils to leave before becoming skillful mechanics; for by giving them an opportunity to gratify their ambition to do for themselves, we remove the main inducement to leave prematurely.

We still keep up the system of over-work with some of our pupils not quite so far advanced as those referred to above, and find it also quite an efficient means of improvement; besides which, several are able wholly, and others in part, to clothe themselves with the proceeds of their extra labor. This is particularly true of the female pupils, to whom we furnish materials for fancy work at cost prices, aiding them at the same time when necessary, in the sale of their manufactured articles.

Unless we shall be too vigorously opposed by the difficulty of disposing of our manufactured articles, it will be a part of our ultimate plan to offer permanent employment to such of our graduate pupils, as may find it conducive to their interests to remain in our shops. This is done in some form or other, by all of the eastern institutions, and it is considered an essential feature

of any successful plan for the permanent elevation of the blind to independence.

The providing of some of our scholars with an available means of self-maintenance, though it is the most prominent reason for sustaining the department under review, is by no means the only one. It also offers to those who may never find it necessary to ply any mechanical art, a pleasing and healthful recreation from the tedium of constant intellectual exercise; and so convinced are we of its importance in this respect, that we make it imperative with all, to spend a portion of the time at manual labor of some kind. Indeed, were we to omit this, we should lose the aid of an exceedingly valuable auxiliary in the development of their physical powers, and fail in a great measure to carry out one of the leading features of our scheme of education.

In the domestic department, the usual care and attention have been bestowed upon the pupils by those concerned, and nothing within our power has been left undone, I think, that would seem in any way calculated to promote their physical comfort, whether in sickness or in health. We have not been able however, as you well know, to have in our temporary buildings, those conveniences and appliances which are so necessary to the judicious and systematic management of the household affairs of such an establishment, and which we hope to possess in future, when this, together with the other departments, shall be more fully organized.

In all of my recommendations to your board from time to time, relating to the fitting up and furnishing of our permanent buildings, and to the future management of the Institute, I have been actuated by an ambitious desire to make ours such that it will in all respects compare favorably with any other institution of the kind; and I have accordingly sought in carrying out the instructions and exercising the powers received from you, to avail myself of every practicable means to effect this desirable end. It was for this that I solicited and obtained leave of absence during a part of last winter, in order to visit some of our sister institutions in other parts of the country; for I well knew that it would be far wiser to profit by the experience of others, than to waste our time and means in groping our way unaided by the light which such experience would throw upon our path. I have felt it a duty as well as a pleasure to pursue this course, because I knew it to be

the desire of yourselves, as well as the General Assembly and the people at large, that our institute, inasmuch as it is established upon a permanent basis, should be second to no other in any of the means employed for the carrying out of the objects contemplated in its charter.

During the absence alluded to in the preceding paragraph, I visited the institutions of New England, New York, Pennsylvania and Virginia, and subsequently, those of Ohio and Kentucky. In all of these, I received from the officers every desirable attention, and many facilities for the furtherance of my object; I beg leave therefore, to tender through you, my sincere thanks for their kind offices, and acknowledgment of the many valuable suggestions derived from an inspection of their respective establishments.

Subjoined hereto, is a list of the various papers and periodicals which are sent gratuitously to us, and for which the thanks of the Institute are due the publishers.

Respectfully submitted:

W. H. CHURCHMAN,

Superintendent.

INDIANAPOLIS, *December 1, 1852.*

LIST OF PAPERS

SENT GRATUITOUSLY TO THE INSTITUTE.

INDIANA STATE JOURNAL, (daily.)
INDIANA STATE SENTINEL, (daily.)
INDIANA STATESMAN.
LOCOMOTIVE.
CHRISTIAN RECORD.
TEMPERANCE CHART.
ST. JOSEPH VALLEY REGISTER.
DEMOCRATIC PHAROS.
VINCENNES GAZETTE.
RICHMOND PALLADIUM.
NEW ALBANY LEDGER.
MONTGOMERY JOURNAL.
RISING SUN HERALD and MIRROR.
FRANKLIN DEMOCRAT.
MADISON COURIER.
AMERICAN EAGLE.
MIAMI COUNTY SENTINEL.
LAFAYETTE JOURNAL.
MUNCIE CRESSET.
DEMOCRATIC REGISTER.
CHRISTIAN ADVOCATE.
WHITE RIVER STANDARD.
PRACTICAL OBSERVER.
VERNON WHIG BANNER.
TRUE WHIG.
BOONE COUNTY PIONEER.

APPENDIX TO SUPERINTENDENT'S REPORT.

CATALOGUE OF PUPILS.

No.	NAMES.	RESIDENCE.	WHEN ADMITTED.	CAUSE OF BLINDNESS.
1	Aaron Gyger.....	Lawrence county.....	October 1, 1847.....	Scarlet Fever.
2	Nelson W. Richhart.....	Kosciusko county.....	October 1, 1847.....	Congenital.
3	Susana E. Richhart.....	do. do.	October 1, 1847.....	Congenital.
4	John M. Richhart.....	do. do.	October 1, 1847.....	Congenital.
5	Albertus Taylor, (left.)	Fountain county.....	October 1, 1847.....	Congenital.
6	John Bykit, (left.)	Henry county.....	October 1, 1847.....	Congenital.
7	George O. Work.....	Allen county.....	October 5, 1847.....	Congenital.
8	Isaac M. Easly, (left.)	Montgomery county.....	October 5, 1847.....	Accident.
9	Eliza Kinnear, (left.)	Jefferson county.....	October 6, 1847.....	Accident.
10	William E. Read, (left.)	Ohio county.....	October 7, 1847.....	Congenital.
11	William H. McQuerry.....	Hancock county.....	October 7, 1847.....	Whooping Cough.
12	Lawrence D. Taylor.....	Marshall county.....	October 7, 1847.....	Inflammation.
13	William T. Fleming.....	Howard county.....	October 16, 1847.....	Fever.
14	Margaret Belches.....	Jefferson county.....	November 25, 1847.....	Amaurosis.
15	Benjamin Morrow, (left.)	Montgomery county.....	January 8, 1848.....	Cataract.
16	Eli Denny.....	Hamilton county.....	April 1, 1848.....	Congenital.
17	John Leonard.....	Owen county.....	June 1, 1848,	Scarlet Fever.
18	Garyl Stafford.....	Union county.....	October 18, 1848,	Inflammation.
19	Sarah S. Morgan.....	do. do.	October 18, 1848,	Inflammation.
20	Altha A. Paxton.....	Henry county.....	February 13, 1849,	Accident.
21	Mary Maudlin.....	Washington county.....	October 1, 1849,	Accident.
22	Mary Boileau.....	Harrison county.....	October 1, 1849,	Inflammation.
23	James O. Johnson, (left.)	Wayne county.....	October 1, 1849,	Congenital.
24	Margaret E. Barnes.....	Decatur county.....	October 11, 1849,	Congenital.
25	Sarah C. Barnes.....	Decatur county.....	October 11, 1849,	Congenital.
26	John W. Record.....	Marion county.....	October 19, 1849,	Congenital.
27	Rachel Martin.....	Randolph county.....	October 19, 1849,	Congenital.
28	John Davis.....	Fountain county.....	June 6, 1850,	Winter Fever.
29	Charles A. Nelson.....	Bartholomew county.....	October 7, 1850,	Inflammation.
30	William H. Young, (left.)	Jackson county.....	October 7, 1850,	Amaurosis.
31	James Jackson.....	Switzerland county.....	October 7, 1850,	Congenital.
32	William T. Tooms.....	Scott county.....	October 7, 1850,	Congenital.
33	Robert Cope.....	Jefferson county.....	October 7, 1850,	Congenital.
34	Allen Thorn.....	Lawrence county.....	October 8, 1850,	Inflammation.
35	Rebecca Sedam.....	Johnson county.....	October 9, 1850,	Scarlet Fever.
36	Sarah A. Hamilton.....	Sullivan county.....	October 18, 1850,	Congenital.
37	M. Ann Smith.....	Harrison county.....	October 23, 1850,	Congenital.
38	Mary C. Smith.....	Harrison county.....	October 23, 1850,	Congenital.
39	Mary J. Reineking.....	Floyd county.....	November 7, 1850,	Congenital.
40	Thomas L. Goodwin.....	Hancock county.....	February 22, 1851,	Congenital.
41	Mary C. Thrall.....	Lagrange county.....	March 19, 1851,	Congenital.
42	Isaac Tevault, (left.)	Knox county.....	June 9, 1851,	Inflammation.
43	John W. Davidson.....	Sullivan county.....	October 6, 1851,	Congenital.
44	Amanda C. Davidson.....	Sullivan county.....	October 6, 1851,	Congenital.
45	Mary E. Smith.....	Harrison county.....	October 7, 1851,	Congenital.
46	Emily J. Cole.....	Switzerland county.....	October 20, 1851,	Inflammation.
47	Rachel Morehouse.....	Noble county.....	November 4, 1851,	Amaurosis.
48	Hannah Burkitt.....	Elkhart county.....	November 20, 1851,	Inflammation.
49	Sarah C. Byers.....	Johnson county.....	December 2, 1851,	Congenital.
50	Aaron Boyer.....	Wayne county.....	May 2, 1852,	Inflammation.
51	Benjamin Hoover.....	Elkhart county.....	June 8, 1852,	Scarlet Fever.

APPENDIX TO SUPERINTENDENT'S REPORT.

List of articles manufactured from Nov. 1, 1851, to Dec. 1, 1852.

No.	ARTICLES.	VALUE.
BRUSHES.		
102	Hair brushes.....	
343	Shoe brushes.....	
14	Flesh brushes.....	
48	Clothes brushes.....	
439	Horse brushes.....	
23	Hat and cloth brushes.....	
118	Clamp scrub brushes.....	
244	Hand scrub brushes.....	
1,331		
WILLOW WORK.		
48	Wagons.....	
181	Market baskets.....	
89	School baskets.....	
15	Sewing baskets.....	
18	Clothes baskets.....	
2	Reticules.....	
353		
BROOMS.		
24	Whisks.....	
4,147	Sweeping brooms.....	
4,171		
WEAVING.		
150	Yards carpeting.....	
6	Door mats.....	
156		
FANCY WORK.		
750	Bead toy baskets.....	
55	Bead toy pitchers.....	
42	Bead toy goblets.....	
9	Bead toy chairs.....	
52	Bead necklaces.....	
6	Chair tidies.....	
8	Pairs of hose.....	
4	Zephyr lamp mats.....	
2	Zephyr comforts.....	
24	Pairs armlets.....	
2	Watch cases.....	
3	Pen wipers.....	
957		
SEWING.		
100	Napkins.....	
19	Towels.....	
15	Sheets.....	
7	Aprons.....	
5	Table cloths.....	
136	Total value of articles manufactured.....	\$1,256 36

APPENDIX TO SUPERINTENDENT'S REPORT.

Statement of the business of the Work Department from Nov. 1, 1851, to Dec. 1, 1852.

BRUSHES.	DR.	CR.	
Amount received for brushes during the year.....		\$250 49	
Value of debts due for brushes.....		264 18	
Value of brushes on hand.....		226 46	
Value of material on hand.....		453 06	
		1,194 19	
Deduct value of debts due from last year.....	\$103 91		
Deduct value of brushes on hand from last year.....	287 87		
Deduct value of material on hand from last year.....	240 00		
Deduct amount expended for material.....	195 34		
Deduct amount expended for labor.....	87 51		
		916 63	277 56
WILLOW WORK.			
Amount received for wares during the year.....		594 67	
Value of debts due for wares.....		64 25	
Value of wares on hand.....		5 30	
Value of material on hand.....		108 00	
		772 92	
Deduct value of debts due from last year.....	70 78		
Deduct value of wares on hand from last year.....	155 35		
Deduct value of material on hand from last year.....	160 00		
Deduct amount expended for material.....	215 17		
Deduct amount expended for labor.....	136 82		
		736 12	34 10
BROOMS.			
Amount received for brooms during the year.....		199 56	
Value of debts due for brooms.....		435 25	
Value of brooms on hand.....		37 50	
Value of material on hand.....		292 60	
		964 91	
Deduct value of debts due from last year.....	24 31		
Deduct value of brooms on hand from last year.....	180 00		
Deduct value of material on hand from last year.....	349 50		
Deduct amount expended for material.....	387 70		
Deduct amount expended for labor.....	40 66		
		982 17	
WEAVING.			
Amount received for carpeting and mats.....		56 27	
Value of carpeting on hand.....		7 70	
Value of material on hand.....		79 68	
		143 65	
Deduct value of debts due from last year.....	4 72		
Deduct value of carpeting on hand from last year.....	15 40		
Deduct value of material on hand from last year.....	38 19		
Deduct amount expended for material.....	72 51		
Deduct amount expended for labor.....	6 04		
		136 86	6 79
GIRLS' WORK.			
Amount received for Girls' work during the year.....		249 06	
Value of work on hand.....		29 30	
Value of material on hand.....		98 48	
		376 84	
Deduct value of work on hand from last year.....	11 25		
Deduct value of material on hand from last year.....	65 55		
Deduct amount expended for material.....	229 42		
		306 22	70 62
Deduct deficit in Broom Department.....			
			\$389 07
			17 26
			\$371 81

APPENDIX C.

TREASURER'S REPORT.

S. W. Norris, Treasurer of the Indiana Institute for the Blind,

DR.

1851.	To balance on hand at last annual report.....		\$190 49
Nov. 19	To cash on account of loan from Sinking Fund.....	\$2,000 00	
Dec. 8	To cash on account of loan from Sinking Fund.....	3,000 00	
Dec. 30	To cash on account of loan from Sinking Fund.....	2,681 74	
1852.			
Jan. 7	To cash on account of loan from Sinking Fund.....	3,537 37	
Feb. 20	To cash balance of loan from Sinking Fund.....	1,555 56	
	Deduct amount accounted for in last report in anticipa- tion of the above loan.....	12,774 67	
		2,462 09	
Feb. 7	To cash received from State Treasurer.....		10,312 58
Mar. 2	To cash received from State Treasurer.....		1,305 64
Mar. 19	To cash received from State Treasurer.....		2,000 00
May 8	To cash received from State Treasurer.....		4,000 00
May 31	To cash received from State Treasurer.....		5,000 00
July 6	To cash received from State Treasurer.....		5,000 00
Sept. 3	To cash received from State Treasurer.....		5,000 00
Sept. 6	To cash received from G. Ditz for frame building.....		50 00
Oct. 2	To cash received _____ for old stable frame.....		15 00
Oct. 6	To cash received from State Treasurer.....		5,000 00
Nov. 6	To cash received from State Treasurer.....		5,000 00
Nov. 27	To cash received from State Treasurer.....		5,000 00
	To balance on hand.....	\$52,873 71	
		\$80 67	

APPENDIX C.

TREASURER'S REPORT.—Continued.

CR.

Nov. 5, 1851	Paid W. H. Churchman for current expenses of Institute.....	\$300 00
Dec. 8, 1851	Paid W. A. Bradshaw for freight on sundries and cement.....	43 20
do do	Paid Greer & Waters for bricks, on account.....	424 98
do do	Paid Bradley & Karns for carpenter work, on account.....	200 00
do do	Paid A. J. Rooker for painting window frames.....	37 50
do do	Paid Kreglo & Ketcham for lumber.....	142 48
do do	Paid M. Snider for work material.....	114 40
do do	Paid Hassleman, Vinton & Co. for castings, on account.....	500 00
do do	Paid Little, Drum & Anderson for freight on w/w. wagon wheels.....	9 87
do do	Paid Durham & Talkington for brick work, on account.....	1,200 00
do do	Paid Bradley & Karns for carpenter work, on account.....	300 00
do do	Paid C. Saunders for plastering cornice, etc.....	39 50
do do	Paid F. Costigan for architectural services, on account.....	75 00
do do	Paid Noble & Pratt for inspecting and drying lumber.....	65 41
do do	Paid M. & I. Railroad for freight on building material.....	32 85
do do	Paid H. S. Kellogg for wrought iron, hardware, &c.....	364 93
do do	Paid John Kyle for turning work for cupolas.....	28 50
do do	Paid W. Dunn for roofing, on account.....	60 00
	Paid sundry carpenters for work on main building:	
	John Gingrich.....	\$40 25
	Michael Cronan.....	34 50
	E. H. Roberts.....	34 87
	A. H. Bratt.....	34 50
	George Elliott.....	2 05
	E. H. Hosford.....	8 60
	S. Grass.....	8 59
	J. Peterson.....	36 00
	W. McKinney.....	34 12
	T. W. Gilleland.....	38 35
	Wm. Goble.....	12 75
	A. W. Beal.....	12 91
	P. Lee.....	34 50
		331 99
December 8	Paid building committee for sundry expenses.....	17 20
do do	Paid James Delzell for lumber.....	15 00
do do	Paid Green & Waters for bricks, on account.....	8 88
do do	Paid Brice & Norris balance for wood.....	75 00
do do	Paid Benjamin Cord for carpenter work.....	4 12
do do	Paid Kirland & Fitzgibbons for freight on capitols.....	13 15
do do	Paid Brown & McCoy for lumber on account.....	100 00
do do	Paid A. L. Burkhardt for painting, on account.....	49 87
do do	Paid A. & B. F. Haugh for iron work for building, on account.....	235 09
do do	Paid W. H. Churchman for current expenses of Institute.....	300 00
Jan. 1, 1852	Paid N. Y. Institute for the Blind for willow wagon wheels.....	53 12
do do	Paid Bradley & Karns for carpenter work on account.....	250 00
do do	Paid Durham & Talkington for brick work, on account.....	12 00
do do	Paid Bradley & Karns for carpenter work, on account.....	158 93
do do	Paid F. Costigan for architectural services, on account.....	575 01
do do	Paid A. Graydon for wheel barrow and sundry hardware.....	37 03
do do	Paid A. W. Anderson for capitals, &c., for cupolas.....	443 00
do do	Paid W. H. Churchman for 1 qr. salary on account.....	200 00
do do	Paid B. M. Fay for 1 qr. salary on account.....	175 00
do do	Paid L. S. Newell for 1 qr. salary on account.....	175 00
do do	Paid S. McGiffin for 1 qr. salary.....	75 00
do do	Paid E. M. Curtis for 1 qr. salary on account.....	62 50
do do	Paid M. G. Demoss for 1 qr. salary.....	62 50
	Paid sundry carpenters for work on building:	
	Wm. McKinney.....	\$8 75
	P. Lee.....	23 25
	Michael Cronan.....	23 25
	E. H. Roberts.....	15 00
	A. H. Pratt.....	17 25
	Samuel Grass.....	1 37
	John Gingrich.....	42 00
	T. W. Gilleland.....	40 00
	T. D. Peterson.....	31 50
		202 37

TREASURER'S REPORT—Continued.
CR.

Jan. 1, 1852	Paid A. Wallace for hardware.....	\$39 90
do do	Paid Brown & McVey for balance for lumber.....	389 20
do do	Paid Wm. Dunn for roofing, on account.....	69 00
do do	Paid building committee for sundry expenses.....	16 35
do do	Paid Wm. Dunn for roofing, on account.....	300 00
do do	Paid Wm. Sheets for use of Masonic Hall for exhibition.....	20 00
do do	Paid W. H. Churchman, advanced for pupils' clothing.....	100 00
do do	Paid W. H. Churchman, for current expenses of Institution.....	300 00
Mar. 17, 1852	Paid R. R. Underhill for castings for furnace.....	20 71
do do	Paid Noble & Pratt for sundry work and lumber.....	192 95
do do	Paid L. S. Newell for musical instruments.....	32 00
do do	Paid Johnson & Hoefgens for lumber on account.....	300 00
do do	Paid A. J. Alexander & Co. for pine lumber.....	26 00
do do	Paid Greer & Waters for bricks, on account.....	305 64
do do	Paid Bradley & Karns balance for carpenter work.....	1,000 00
do do	Paid W. H. Churchman for current expenses of Institution.....	400 00
do do	Paid L. C. Bauersacks for work material.....	13 38
do do	Paid Siter, Price & Co. for dry goods.....	24 21
do do	Paid J. Mustin for work material.....	27 56
do do	Paid A. Fiot for music.....	32 82
do do	Paid W. Geisse & Sons for work material.....	61 22
do do	Paid Branch Bank for exchange on remittance to Philadelphia.....	1 97
do do	Paid A. J. Alexander for window sash.....	261 09
do do	Paid M. & railroad for freight on window sash.....	16 10
do do	Paid Johnson & Hoefgens for lumber, on account.....	200 00
do do	Paid Durham & Talkington balance for brick work.....	1,147 52
do do	Paid Greer & Waters for bricks, on account.....	666 62
do do	Paid W. W. Roberts for glass.....	660 50
do do	Paid Johnson & Hoefgens per order of Greer & Waters, for bricks, on account.....	200 00
do do	Paid J. Falconer balance for dressed stone work.....	991 22
do do	Paid Culley & Walker for lumber.....	28 06
do do	Paid Adams & Co.'s Express for freight on roof material.....	10 00
do do	Paid C. A. Shepard for steam-heater.....	30 42
do do	Paid G. R. Jackson for iron bedstead.....	7 00
do do	Paid W. H. Churchman for travelling expenses.....	121 05
do do	Paid P. Guthrie for broom material.....	15 90
do do	Paid J. Kyle for turning for building.....	57 84
do do	Paid Hassleman, Vinton & Co. balance for castings.....	608 08
do do	Paid W. H. Churchman for one quarter's salary, on account.....	20 00
Mar. 19	Paid L. S. Newell for one quarter's salary.....	175 00
do do	Paid B. M. Fay for one quarter's salary.....	175 00
do do	Paid S. McGiffin for one quarter's salary.....	75 00
do do	Paid M. G. Demoss for one quarter's salary.....	62 50
do do	Paid E. M. Curtis, for one quarter's salary.....	62 50
do do	Paid Building Committee for sundry expenses.....	33 05
do do	Paid R. Hodges for cleaning out cellar of building.....	35 00
	Paid sundry carpenters for work on building :	
	John Gingrich.....	\$115 50
	T. W. Gililand.....	100 00
	W. P. Humes.....	25 81
	E. H. Roberts.....	15 00
	Hiram Berry.....	25 81
	J. D. Peterson.....	9 00
	John Wisner.....	4 50
Mar. 19, 1852	Paid Wm. Dunn for roofing, on account.....	295 62
do do	Paid W. H. Churchman, advanced for pupils' clothing.....	130 00
do do	Paid W. H. Churchman for current expenses of Institution.....	100 00
do do	Paid M. Greenwood for castings.....	300 00
May 8	Paid Greer & Waters for bricks, on account.....	158 34
do do	Paid A. L. Buckhart for painting.....	202 50
do do	Paid Kreglo & Ketcham for lumber.....	35 25
do do	Paid Johnson & Hoefgens for lumber, on account.....	44 70
do do	Paid Craighead & Browning for oil, paints, &c.....	50 00
do do	Paid J. P. Pope & Co. for linseed oil.....	123 03
do do	Paid A. J. Alexander & Co. for pine lumber.....	203 12
do do	Paid C. Sanders for plastering cornice.....	71 79
do do	Paid F. Costigan for architectural services, on account.....	59 50
do do	Paid A. Todd & Son for pine lumber.....	250 00
do do	Paid Mitchell Grosvenor for painting and glazing.....	176 50
do do	Paid J. H. Vajen for hardware.....	132 75
do do	Paid Kreglo & Ketcham for lumber.....	26 05
do do	Paid W. A. Bradshaw for freight on lumber, etc.....	8 85
do do	Paid Building Committee for sundry expenses.....	16 00
do do	Paid W. H. Churchman for current expenses of Institution.....	13 85
do do	Paid Wm. Dunn for roofing and guttering, on account.....	300 00
		1,389 30

TREASURER'S REPORT.—Continued.
CR.

May 8, 1852	Paid sundry carpenters for work on building :	\$76 50
	John Gingrich.....	
	T. W. Gileland.....	58 12
	W. P. Humes.....	56 43
	Hiram Berry.....	24 50
	E. H. Roberts.....	61 50
	John Peterson.....	56 63
	John Shaw.....	15 75
	Henry Colestock.....	48 37
	John Wisner.....	5 25
	E. Colestock.....	33 75
	Samuel West.....	21 00
	James Shea.....	16 13
	James Bates.....	4 50
	B. B. Blake.....	3 00
	J. Wornell.....	2 25
	Mr. Thompson.....	4 50
		\$488 18
May 8, 1852	Paid L. S. Newell for 1 quarter salary, on account.....	100 00
do	Paid James Falconer for stone work, on account.....	800 00
do	Paid Smith and Larue for plastering, on account.....	500 00
do	Paid Noble and Pratt for lumber, sawing, planing, &c.....	100 50
June 1, 1851	Paid T. Runnels for broom corn.....	83 78
do	Paid Mathew Hart for mason work.....	11 50
do	Paid Mitchell and Grosvenor for painting.....	188 75
do	Paid sundry carpenters for work on building :	
	John Gingrich.....	48 00
	T. W. Gileland.....	31 50
	J. Peterson.....	36 00
	E. H. Roberts.....	36 00
	J. Colestock.....	36 00
	D. Nichol.....	20 25
	H. Lathrop.....	24 00
	C. Thompson.....	21 00
	R. M. Mackett.....	12 38
	Henry Colestock.....	16 50
	D. Lang.....	9 00
		290 03
June 1, 1852	Paid Thomas Borrowman for lead pipes.....	22 55
do	Paid Wm. Burnett for willow wagon wheels.....	15 00
do	Paid W. H. Churchman for traveling expenses.....	24 10
do	Paid C. Saunders for plastering, cornice, &c.....	30 00
do	Paid Blythe and Holland for freight.....	25 09
do	Paid Wm. Dunn balanced for roofing, &c.....	130 90
do	Paid Johnson and Hoefgins for flooring, on account.....	50 00
do	Paid W. H. Churchman for current expenses of Institution.....	300 00
do	Paid Smith and Larue for plastering, on account.....	500 00
do	Paid F. Costigan for architectural services, on account.....	150 00
July 2, 1852	Paid Garrett, Davis and Co. for plumbing and lightning rods.....	82 45
do	Paid Durham and Talkington for brick-work.....	33 60
do	Paid J. W. Davenport for broom corn.....	158 44
do	Paid Thomas Clark and Co. for willow wagon wheels.....	82 28
do	Paid Forsyth and Brother for plumbing material.....	70 00
do	Paid Hobart and Robbins for types.....	33 30
do	Paid Weyer and McKee for sundry freights.....	38 94
do	Paid Slinster for gas pipes and putting up same.....	394 00
do	Paid F. Costigan for architectural services, on account.....	50 00
do	Paid James Falconer for stone work, on account.....	1,000 00
do	Paid Baker and Williams for cooking range, etc.....	88 75
do	Paid Noble and Pratt for lumber, planing, sawing, &c.....	184 47
do	Paid Smith and Larue for plastering, on account.....	500 00
do	Paid W. H. Churchman for 1 quarter salary, on account.....	200 00
do	Paid B. M. Fay for 1 quarter salary, on account.....	175 00
do	Paid L. S. Newell for 1 quarter salary, on account.....	175 00
do	Paid S. McGiffin for 1 quarter salary, on account.....	75 00
do	Paid E. M. Curtis for 1 quarter salary, on account.....	62 30
do	Paid M. M. Churchman for 1 quarter salary, on account.....	62 50
do	Paid J. Kyle for turning for building.....	52 25
do	Paid M. and I. Railroad for freight on heating pipes.....	17 15
do	Paid W. W. Roberts for paints.....	121 69
do	Paid building committee for sundry expenses.....	36 65
do	Paid W. H. Churchman, advanced for pupils clothing.....	100 00
do	Paid W. H. Churchman, current expenses for Institution.....	300 00
do	Paid Mitchell and Grosvenor for painting.....	194 75
do	Paid M. and I. Railroad freight on stone.....	12 00
do	Paid T. Youst for stone masonry, on account.....	23 00

TREASURER'S REPORT.—Continued.

CR.

July 3, 1852	Paid M. and I. Railroad freight on stone.....		\$8 00
do do	Paid sundry carpenters for work on building : John Gingrich.....	\$48 00	
	John Peterson.....	36 00	
	Henry Colestock.....	31 87	
	J. Colestock.....	32 25	
	H. Lathrop.....	32 25	
	D. Nichol.....	36 00	
	D. Long.....	36 00	
	B. M. Mathews.....	36 00	
	R. J. Wells.....	36 00	
	J. Wornell.....	18 00	
	T. W. Gililand.....	1 13	
	E. H. Roberts.....	7 50	
			351 00
Sep. 4, 1852	Paid John Dustman for grave stones.....		35 50
do do	Paid Robson and Lawrence for one horse.....		125 00
do do	Paid J. W. Roberts for plumbing material.....		548 98
do do	Paid Virginia Institution for the blind for books.....		60 50
do do	Paid M. and I. Railroad for freight on stone, &c.....		47 47
do do	Paid W. H. Churchman for 1 quarter salary, on account.....		200 00
do do	Paid B. M. Fay for 1 quarter salary, on account.....		175 00
do do	Paid L. S. Newell balance for 1 quarter salary, on account.....		75 00
do do	Paid S. McGiffen for 1 quarter salary, on account.....		75 00
do do	Paid E. M. Curtis for 1 quarter salary, on account.....		62 50
do do	Paid M. M. Churchman for 1 quarter salary, on account.....		62 50
do do	Paid sundry laborers about building.....		42 00
do do	Paid W. H. Churchman for current expenses of Institution.....		200 00
do do	Paid Mitchell and Grosevior for painting.....		117 75
do do	Paid building committee for sundry expenses.....		11 35
do do	Paid Weyer and McKee for sundry freights.....		27 10
do do	Paid C. A. Jewett for engravings.....		25 00
do do	Paid Smith and Larue for plastering, on account.....		500 00
do do	Paid H. S. Kellogg for Hardware, Iron, &c.....		252 51
do do	Paid Kingsbury, Tapscott and Co. for castings.....		291 51
	Paid sundry carpenters for work on building : John Gingrich.....	60 00	
	J. Wornell.....	42 37	
	D. Nichol.....	9 00	
	Daniel Long.....	36 75	
	J. D. Peterson.....	43 50	
	H. Lathrop.....	40 12	
	J. Colestock.....	17 25	
	H. Colestock.....	31 50	
	R. Mackett.....	43 13	
	R. J. Wells.....	36 00	
			359 62
Sep. 4, 1852	Paid A. and B. F. Haugh for blacksmithing.....		190 29
do do	Paid Johnson and Hoegeins for bricks, on account.....		150 00
do do	Paid Kelshaw and Sinker for boiler for heating, on account.....		150 00
do do	Paid A. R. Kingsbury for preparing pipes for heating apparatus.....		186 80
do do	Paid Kingsbury, Tapscott and Co. for castings for do.....		92 14
do do	Paid Smith and Larue for plastering, on account.....		500 00
do do	Paid J. Falconer for stone work, on account.....		1,000 00
do do	Paid T. Yost for stone masonry, on account.....		80 00
do do	Paid Hannaman and Duzan for paints, &c.....		205 99
do do	Paid R. H. Ely for digging and walling wells.....		20 00
do do	Paid Building committee for sundry expenses.....		12 15
do do	Paid Garrett Davis and Co. for plumbing, on account.....		20 00
do do	Paid Greer and Waters for bricks, on account.....		88 22
do do	Paid sundry laborers about building.....		55 50
do do	Paid M. and I. Railroad for freight on stone.....		113 05
do do	Paid W. H. Churchman for current expenses of Institution.....		200 00
do do	Paid Noble and Pratt for lumber, planing, &c.....		264 50
do do	Paid Noble and Pratt, advanced for lumber.....		200 00
do do	Paid Smith and Larue for plastering, on account.....		500 00
do do	Paid Johnson and Hoegeins for bricks, on account.....		250 00
do do	Paid Geo. Mitchell for painting.....		67 28
do do	Paid J. A. Wornell for morticing machine, &c.....		40 00
do do	Paid W. A. Bradshaw for freight on pipes for heating apparatus.....		38 50
do do	Paid J. Shellenberger for doors, on account.....		50 00
	Paid sundry carpenters for work on building : John Gingrich.....	60 00	
	J. A. Wornell.....	17 62	
	J. D. Peterson.....	44 25	
	H. Colestock.....	42 75	

TREASURER'S REPORT.—Continued.

CR.

Oct. 1, 1852	Paid sundry carpenters for work on building :		
	J. Colestock.....	43 12	
	H. Lathrop.....	41 62	
	R. M. Mackett.....	27 00	
	R. J. Wells.....	41 63	
	Daniel Long.....	43 50	
	J. Keyes.....	20 62	
Oct. 1, 1852	Paid W. A. Bradshaw freight on stairs and pipes.....	49 90	■382 11
	Paid M. and I. Railroad, freight on castings.....	20 42	
	Paid Kirlin and Fitzgibbon, freight on capitals.....	11 50	
	Paid M. and I. Railroad for freight on stone.....	24 00	
	Paid F. Costigan for architectural services, on account.....	125 00	
	Paid J. Turner for brick work, on account.....	40 00	
	Paid M. and I. Railroad for freight on registers.....	10 50	
	Paid John Pike for hauling stone.....	29 00	
	Paid Building committee for sundry expenses.....	16 50	
	Paid sundry laborers about building.....	10 00	
	Paid sundry carpenters for work on building :		
	John Gingrich.....	66 00	
	J. D. Peterson.....	24 00	
Nov. 15, 1852	H. Colestock.....	20 25	
	J. Colestock.....	19 50	
	Daniel Long.....	24 75	
	J. Keyes.....	16 30	
	R. J. Wells.....	25 12	
	R. Mackett.....	22 13	
	Aaron Swinn.....	16 87	
	L. E. Heam.....	13 50	
	F. Behymor.....	16 88	
	F. Knoefler.....	12 00	
	H. Fruman.....	16 25	
	J. Temperty.....	6 00	
	Paid W. H. Churchman for current expenses.....	299 75	
	Paid Tuttle & Bailey for war'g & ventil'g registers, on acct.....	200 00	
	Paid Baker & Von Phull for pipes for heating apparatus, on acct.....	362 30	
	Paid J. Turner for lime.....	560 00	
	Paid James Falconer for stone work, on account.....	22 32	
	Paid Kingsbury, Tapscott and Co. for sash weights, on acct.....	600 00	
	Paid S. Schofield for building cisterns, on account.....	210 00	
	Paid Kelshaw and Sinker, balance for boiler.....	50 00	
	Paid J. and C. Cox for copper and tin work on building, &c.....	136 08	
	Paid J. Shellenberger for doors, on account.....	209 80	
	Paid F. Costigan for architectural services, on account.....	150 00	
	Paid W. Patterson for stone, on account.....	50 00	
	Paid Doremus and Nixon for dry goods.....	50 06	
	Paid G. W. Mear for medical services.....	240 34	
	Paid W. Burns for mattress hair.....	20 50	
	Paid E. T. McIntire for work material and tools.....	51 25	
	Paid W. and R. P. Resor and Co. for furnace.....	179 38	
	Paid Henry Schau for labor about building.....	103 00	
	Paid Michael Brady for excavating.....	17 00	
	Paid Craighead and Browning for paints and glass.....	23 00	
	Paid W. W. Roberts for paints.....	4 40	
	Paid W. W. Roberts for paints.....	8 03	
	Paid Hannaman and Duzan for paints.....	22 50	
	Paid H. Parish for carpeting.....	156 08	
	Paid H. J. Horn for carpeting.....	350 43	
	Paid J. H. Vajen for Hardware.....	80 80	
	Paid Aaron Boyer for broom corn.....	31 20	
	Paid H. S. Keillog for hardware, iron, &c.....	183 63	
	Paid Churchman, Roberts and Co. for plumbing material.....	122 63	
	Paid Garrett Davis and Co. for plumbing, on account.....	36 78	
	Paid Building committee for sundry expenses.....	33 50	
	Paid M. and I. Railroad for sundry freights.....	163 16	
	Paid Geo. Mitchell for painting.....	70 24	
	Paid James Turner for lime.....	15 30	
	Paid James Turner for brick work.....	239 04	
	Paid Wm. Burnett for housekeeping articles.....	35 38	
	Paid sundry carpenters for work on building :		
	John Gingrich.....	59 00	
	J. D. Peterson.....	42 00	
	Daniel Long.....	27 00	
	J. Worrell.....	10 12	
	J. Temperty.....	29 03	
	B. Mackett.....	42 00	

TREASURER'S REPORT.—Continued.

CR.

Nov. 15, '52	Paid sundry carpenters for work on building:	
	J. Wells	\$41 25
	H. Colestock	33 38
	J. Colestock	33 75
	J. Keyes	6 75
	H. Freeman	9 75
	A. Swinn	11 50
	F. Behymer	32 25
	F. Knoefler	7 87
	G. McClure	15 75
	J. Smith	8 25
	F. Holman	16 50
	S. Ross	3 00
	A. Caldwell	9 00
	C. Peterson	9 75
	B. Byler	1 50
		1,450 00
Dec. 1, 1852	Paid J. B. Shroder for sliding door trimmings	80 82
do	Paid W. H. Churchman for current expenses of institute	400 00
do	Paid Smith & Larue for plastering, on account	500 00
do	Paid J. Falconer for stone work, on acct	1,000 00
do	Paid S. Schofield for building cisterns, on acct	50 00
do	Paid Weyer & McKee for sundry freights	144 54
do	Paid Johnson & Hoegens for bricks, on acct	50 00
do	Paid A. J. Alexander & Co. for flooring, on acct	50 00
do	Paid S. Schofield for building cisterns, on acct	50 00
do	Paid Horton & Macy for stairs and Verandas, on acct	35 00
do	Paid A. W. Anderson for portico capitals, etc	422 50
do	Paid A. R. Kingsbury for putting up heating apparatus, on acct	50 00
do	Paid Horton & Macy for verandas and stairs, on acct	1,100 00
do	Paid S. Schofield for building cisterns, on acct	130 00
do	Paid Horton & Macy balance for verandas and stairs	2,939 50
do	Paid T. Yost for stone masonry, on acct	150 00
do	Paid F. Costigan for architectural services, on acct	250 00
do	Paid S. Schofield for building cisterns, on acct	100 00
do	Paid Smith & Larue for plastering, on acct	500 00
do	Paid F. Lawson for iron	12 61
do	Paid Tuttle & Bailey balance for registers, frames, &c	36 05
do	Paid Field & Day for chairs, on acct	56 00
do	Paid A. Todd & Son for pine lumber	17 80
do	Paid B. L. Blythe for freight on loom	13 17
do	Paid W. Kissell for broom corn	19 50
do	Paid D. Kregel for lumber	9 06
do	Paid Garrett Davis & Co. for plumbing, on acct	50 00
do	Paid C. J. Slingsuff for walling pitt	30 00
do	Paid S. Schofield for building cisterns, on acct	25 00
do	Paid T. Kanaan for work about building	7 50
do	Paid sundry laborers about building	10 62
do	Paid R. H. King for lime	23 75
do	Paid Field & Day for chairs, on acct	50 00
do	Paid E. T. McIntire for work material	12 18
do	Paid B. L. Blythe for freight and drayage on boiler	27 50
	Paid sundry carpenters for work on building:	
	John Gingrich	\$47 00
	J. D. Peterson	23 25
	R. Mackett	35 25
	R. J. Wells	34 50
	J. H. Temperly	33 38
	J. Colestock	29 50
	G. McClure	21 00
	T. Holman	9 00
	S. Ross	32 25
	J. Clements	28 50
	H. Colestock	12 00
	M. Robinson	9 00
	J. Penny	9 00
	T. Shield	4 50
		321 13
do	Paid H. Schaub for work about building	17 00
do	Paid building committee for sundry expenses	11 86
do	Paid M. Brady for excavating	201 66
do	Paid James Turner for brick work	94 40
do	Paid M. & I. Railroad for sundry freights	106 75
do	Paid George Mitchell for painting	28 29
do	Paid Noble & Pratt for lumber, planing, sawnig, &c	261 44

TREASURER'S REPORT.—*Continued.*
CR.

S. W. NORRIS, *Treasurer.*

INDIANAPOLIS, Dec. 1, 1852.

APPENDIX D.

ADMISSION OF PUPILS.

Any person wishing to make application for the admission of a pupil into the Institute, should address either the Secretary of the Board of Trustees, or the Superintendent of the Institute, giving definite and accurate information upon the following points, viz:

1. The name of the applicant and that of his parent or guardian, together with the post office address of the latter.
2. The date of the birth of the applicant.
3. The cause of his blindness, and the age at which it occurred.
4. Whether he is of sound mind and susceptible of intellectual culture.
5. Whether he is free from bodily deformity and infectious diseases.

Whether his personal habits and moral character are good.

Upon the receipt of such application, it will be acted upon by the Trustees, and the applicant informed of the result.

No pupil should be sent to the Institute until the above preliminary steps shall have been taken.

To residents of the State no charge is made for the boarding and instruction of their children; but pupils are in all cases expected to come provided with a change of good comfortable clothing, which must be replenished by their friends from time to time as it becomes necessary. Where parents or guardians are unable through indigence, to provide the necessary clothing, the commissioners of the counties in which they reside, are authorized by law to furnish the same in their stead.

All traveling expenses of the pupils to and from the Institute must be borne by their friends.

All books, musical instruments and other apparatus required for the use of the pupils during their term of instruction, are furnished by the Institute free of charge.

The school commences its sessions on the first Monday in October, and closes on the last Wednesday in July, leaving a vacation of more than two months during the warm season, which is spent by the pupils at their homes.

It is important that new pupils should enter upon their term of instruction at the commencement of a session, and it is expected of all the others that they shall be present at the opening of the school and remain until it closes on the last day of the session.

As a general rule, applicants are not admitted who are over twenty-one years of age, but exceptions are sometimes made in favor of persons who are of undoubted ability, and free from all objectionable habits.

